



**EL CAMINO COLLEGE**  
**Division of Business**

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**MINUTES -- Division Curriculum Committee**

**May 4, 2021**

**Present:** V. Rapp, S. Bennett, M. Chaban, N. McGrue, D. Pahl, S. Porter,  
M. Som de Cerff, J. Yeressian

**Recorder:** L. Linka

M. Chaban called the meeting to order at 2:04 p.m.

**CCC Update**

M. Chaban advised the members that the following courses and degrees were approved at the April 27 CCC meeting:

- Business 118
- Law 5
- Business Administration AS-T Degree
- Business Management AS Degree

**Course Review**

D. Pahl presented a proposal for Business 40. During review, recommendations were made by the members, which included changes in the following areas:

- Catalog description
- Recommended Preparation
- Typical Assignments
- Outline of Subject Matter

D. Pahl will incorporate these revisions in Curriculog and continue with the approval process.

M. Chaban presented a proposal for CIS 137. No changes were made to the current Course Outline of Record. After review and discussion, the DCC members made their decisions to approve in Curriculog. The proposal has now moved on to CCC Rep approval.

S. Porter advised that the Accounting courses currently being revised in Curriculog will be ready for presentation at the next DCC meeting. There was some discussion about Business 165A (formerly Business 3). This is currently offered as a two-unit course. The lab/lecture components were discussed due to comments made in Curriculog by the Curriculum Advisor. S. Porter will consult with the Accounting department about changing Business 165A to a three-unit course.

The scheduled review of the new Law course proposals was tabled until fall, as the Paralegal department is in discussion due to the overhaul of the courses.

**Other business**

The next DCC meeting is May 27, 2021 at 1:00 p.m.

The meeting adjourned at 3:30 p.m.